

RESIDENTIAL PERMIT CHECKLIST

Job Name Location (street # and street name)

The following items must be submitted with the application for residential projects.

1. Zoning Permit or Letter of Approval from township or village zoning office.
2. Sewage Disposal Approval
 - A. Public Sewer System or
 - B. Private/On-Site Sewer System (Obtain permit at the General Health District or Ohio EPA.)
3. Three (3) complete sets of construction documents and site plans, as required by code. NOTE! The site plan should be furnished by a licensed engineer or surveyor for a single family residence.
4. Applications completed and signed by applicant.
5. Flood plain determination and/or Development Permit Approval.
6. All applicable fees paid.

After plan review is completed, a permit or a correction list will be issued the next business day.